

Position Announcement
Communication Specialist
Washington State Senate Democratic Caucus
Salary Range: Based on experience
Closing Date: September 28, 2012

The Senate Democratic Caucus (SDC) consists of all Democratic members of the Washington State Senate. The SDC Communications Office is seeking candidates to fill a job opening for Communications Specialist. This is a session position requiring full-time hours (and beyond) during the legislative session. Session work begins in late December and ends at the conclusion of legislative session which is late April this year.

JOB DESCRIPTION:

The Communication Specialist is an experienced communications professional who coordinates media-, public- and stakeholder-relation activities for Democratic state senators.

Duties include, but are not limited to:

- Developing plans for helping senators communicate their policy message to the media, the public, and the stakeholder groups in their districts and beyond;
- Identifying unanticipated communications opportunities in print, TV, radio, and internet outlets;
- Writing speeches and talking points, as well as producing multi-media Web content, news releases, op-eds, letters to the editor, and newsletter and e-newsletter copy;
- Advising senators on effectively communicating a message and how to link communications goals with legislative goals;
- Establishing and maintaining relationships with representatives of regional media, stakeholder groups and local blogs;
- Identifying new tactics for targeted, direct communication efforts with constituents in each member's district
- Coordinating as needed with policy staff, senators' legislative assistants and nonpartisan committee staff;
- Tracking media coverage of senators' public policy proposals.

QUALIFICATIONS:

Successful candidates must be excellent writers who are able to handle multiple tasks, work well under pressure, meet tight deadlines and be proactive. Applicants should have a bachelor's degree in journalism, public relations, communications or a related field.

Work experience should include two years experience in public policy, public relations or journalism.

Applicants should have a passion for the legislative process, excellent political and strategy judgment, as well as be able to frame complex political issues into a coherent and simple message. Familiarity with the people, politics and press in the Legislature is a plus.

INTERESTED CANDIDATES should send a cover letter, resume and three writing samples to:

Ruthie Zimmer
Senate Democratic Caucus
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(Zimmer.Ruthie@leg.wa.gov)

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